



CITY OF SUGAR LAND

Emergency Preparedness Guide

What To Do Before, During, and After an Emergency



Includes Information On:

- **Creating An Emergency Plan For Your Family**
- **Preparing A Disaster Supply Kit**
- **Emergency Resources**

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Dear Sugar Land Residents:

During 2005 as Hurricane Rita was aimed right at Sugar Land, City staff worked tirelessly to protect citizens and prepare for response and recovery. An action plan was developed, and the National Incident Management System model was used, a structure that utilizes all departments and disciplines within the City. We began planning early in order to be properly prepared to handle any challenge for our citizens. Sugar Land was positioned to immediately request and utilize state and federal resources, if needed. Your City government was organized and ready to respond.



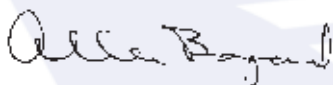
Allen Bogard
Sugar Land City Manager

Emergency events such as Rita, as well as Hurricane Katrina, have created learning opportunities at all levels of government. These lessons learned have resulted in better preparations for a coordinated regional response when faced with similar emergencies in the future. Improved regional and state preparation and coordination will enable the City to deliver better, faster information to our residents.

We were blessed to have dodged the bullet as a City and region, but what a learning experience for all of us. I learned that as an individual I needed to be better prepared, as I am sure you did, too. Through simple planning, we can help mitigate the effects of these situations and help keep our families safe. Once an emergency occurs, the most important thing you can do to ensure the safety of your family is to remain calm and follow instructions from public safety or other officials.

This guide will assist you to be better prepared. This publication is intended to help you prepare by providing some easy to follow directions to stay safe. Our goal is to update this guide every few years to ensure you have the latest information. Newly added information includes influenza pandemic and expanded hurricane content.

Remember, plan early and stay safe.



Allen Bogard



Before an Emergency

Create an Emergency Plan: Emergencies can occur with little or no warning. Prepare now for a sudden emergency. Learn how to protect yourself and cope with disasters and public health emergencies by planning ahead. This checklist will help you get started. Discuss these ideas with your family, then prepare a family emergency plan. Post the plan where everyone will see it – on the refrigerator or bulletin board – and practice it regularly.

- ☐ Meet with household members to discuss the dangers of fire, severe weather, hurricanes and other emergencies. Explain how to respond to each.
- ☐ Find the safest rooms in your home for each type of disaster.
- ☐ Discuss what to do about power outages and personal injuries.
- ☐ Draw a floor plan of your home. Mark two escape routes from each room.
- ☐ Show family members how and when to turn off the water and gas valves and electricity at the main switches when necessary.
- ☐ Post emergency telephone numbers near telephones.
- ☐ Teach children how and when to call 911 to reach police and fire.
- ☐ Instruct household members where to tune on the radio for emergency information.
- ☐ Pick one out-of-state and one local friend or relative for family members to call if separated during a disaster (it is often easier to call out-of-state than within the affected area).
- ☐ Teach children your out-of-state contact's phone numbers.
- ☐ Pick two emergency meeting places:
 - 1) A place near your home in case of a fire visible from the front door.
 - 2) A place outside of your neighborhood in case you cannot return home after a disaster.
- ☐ Take a basic first aid and CPR class.
- ☐ Important records should be in a fire resistant container and additional copies kept away from your home.
- ☐ Practice home fire drills during the day and night.
- ☐ For public health emergencies, plan for the possibility that usual services may be disrupted. These could include hospitals, grocery stores, banks, gas stations etc. Read more beginning on page 10.

Family Disaster Supply Kit: Assemble supplies you might need in an evacuation or a longer-term shelter-in-place. Store them in an easy-to-carry container, such as a backpack or duffel bag. For a detailed list, see *Family Planning Checklist* on page 13.



During an Emergency

Notification

Sugar Land currently utilizes several methods to alert the public regarding emergencies:

- The Public Information Emergency System (PIES) allows the City to include alerts among electronic headlines at the bottom of television screens, as well as radio broadcasts.
- For life-threatening emergencies, all media, including radio and television, are notified to request that warning or instruction messages either be printed or broadcast for the public.
- Electronic text message signs can be activated along U.S. 59 for commuters.
- City-owned electronic text message signs can be placed in any City location for motorists traveling Sugar Land streets.
- A public address system on a police car or fire truck may be used to alert citizens of important information.
- The City may also use the Neighborhood Early Warning System (NEWS) to reach residents through phone calls and recorded messages.

If Disaster Strikes

1. Remain calm and be patient.
2. Follow the advice of local emergency officials.
3. Listen to your radio or television for news and instructions.
4. If the disaster occurs near you, check for injuries. Give first aid and get help for seriously injured people.
5. If the disaster occurs near your home while you are there, check for damage using a flashlight.
6. Do not light matches or candles or turn on electrical switches.
7. Check for fires, fire hazards and other household hazards.
8. Sniff for gas leaks, starting at the water heater. If you smell gas or suspect a leak, turn off the main gas valve, open windows and get everyone outside quickly.
9. Shut off any other damaged utilities.
10. Confine or secure your pets.
11. Call your family contact-do not use the telephone again unless it is a life-threatening emergency.
12. Check on your neighbors, especially those who are elderly or disabled.

Evacuation: If local authorities ask you to leave your home, they have a good reason to make this request, and you should heed the advice immediately. Listen to your radio or television and follow the instructions of local emergency officials and keep these simple tips in mind:

1. Wear long-sleeved shirts, long pants and sturdy shoes so you can be protected as much as possible.
2. Take your disaster supplies kit.
3. Lock your home.
4. Use travel routes specified by local authorities-don't use shortcuts because certain areas may be impassable or dangerous.
5. Stay away from downed power lines.
6. Take a battery-powered radio with you.
7. Never drive through water that covers the roadway. As little as 6 inches of water can wash a car or truck off of a road.



If you're sure you have time:

8. Shut off water, gas and electricity before leaving, if instructed to do so.
9. Post a note telling others when you left and where you are going.
10. Make arrangements for your pets. Take your pets with you; do not leave them behind. Because pets are not permitted in public shelters, follow your plan to go to a relative's or friend's home, or find a "pet-friendly" hotel.



Food and Water in an Emergency

If disaster strikes, you might not have access to food, water and electricity for days, or even weeks. By taking some time now to store emergency food and water supplies, you can provide for your entire family. Having an ample supply of clean water is a top priority in an emergency. A normally active person needs to drink at least two quarts of water each day. Hot environments can double that amount. Children, nursing mothers and ill people will need even more. You will also need water for food preparation and hygiene. Store a total of at least one gallon per person, per day.* You should store at least a two-week supply of water for each member of your family. If supplies run low, never ration water. Drink the amount you need today, and try to find more for tomorrow.

How to Store Water: Store your water in thoroughly washed plastic, glass, fiberglass or enamel-lined metal containers. Never use a container that has held toxic substances. Plastic containers, such as soft drink bottles, are best. You can also purchase food-grade plastic buckets or drums. Seal water containers tightly, label them and store in a cool, dark place. Rotate water every six months.

Hidden Water Sources in Your Home: If a disaster catches you without a stored supply of clean water, you can use the water in your hot-water tank, pipes and ice cubes. As a last resort, you can use water in the reservoir tank of your toilet (not the bowl). Do you know the location of your incoming water valve? You'll need to shut it off to stop contaminated water from entering your home if you hear reports of broken water or sewage lines. To use the water in your pipes, let air into the plumbing by turning on the faucet in your house at the highest level. A small amount of water will trickle out. Then obtain water from the lowest faucet in the house. To use the water in your hot-water tank, be sure the electricity or gas is off, and open the drain at the bottom of the tank. Start the water flowing by turning off the water intake valve and turning on a hot-water faucet. Do not turn on the gas or electricity when the tank is empty.

Boiling Water: Boiling is the safest method of purifying water. Bring water to a rolling boil for 3-5 minutes, keeping in mind that some water will evaporate. Let the water cool before drinking. Boiled water will taste better if you put oxygen back into it by pouring the water back and forth between two clean containers. This will also improve the taste of stored water.

** Based on state and federal information.*



If the Electricity Goes Off ...

FIRST, use perishable food and foods from the refrigerator.

THEN, use the foods from the freezer. To minimize the number of times you open the freezer door, post a list of freezer contents on it. In a well-filled, well-insulated freezer, foods will usually still have ice crystals in their centers (meaning foods are safe to eat) for at least three days.

FINALLY, begin to use non-perishable foods and staples.

Short-Term Food Supplies: Even though it is unlikely that an emergency would cut off your food supply for two weeks, you should prepare a supply that will last that long. The easiest way to develop a two-week stockpile is to increase the amount of basic foods you normally keep on your shelves.

How to Cook If the Power Goes Out: For emergency cooking, you can use a fireplace, or a charcoal grill or camp stove can be used outdoors. You can also heat food with candle warmers, chafing dishes and fondue pots. Canned food can be eaten right out of the can. If you heat it in the can, be sure to open the can and remove the label first.

Shelf Life of Foods for Storage: Here are some general guidelines for rotating common emergency foods.

Use within six months: Powdered milk (boxed); dried fruit (in metal container); dry, crisp crackers (in metal container); and potatoes.

Use within one year: Canned condensed meat and vegetable soups; canned fruits, fruit juices and vegetables; ready-to-eat cereals and uncooked instant cereals (in metal containers); peanut butter; jelly; hard candy and canned nuts; and vitamin C.

May be stored indefinitely (in proper containers and conditions): Wheat; vegetable oils; dried corn; baking powder; soybeans; instant coffee, tea and cocoa; salt; non-carbonated soft drinks; white rice; bouillon products; dry pasta; and powdered milk (in nitrogen-packed cans).



In-Place Sheltering

During an accidental release of toxic chemicals or other emergencies where air quality is threatened, in-place sheltering will help keep you out of danger. In-place sheltering means to stay indoors – in homes, schools, businesses or public buildings. It includes additional precautions, such as turning off air conditioners and ventilation systems and closing all windows and doors.

Shelter-in-place can be used when there is little time to react to an incident, and it would be more dangerous to be outside trying to evacuate than it would be to stay where you are. It is the responsibility of local authorities to issue orders for in-place sheltering during chemical emergencies; these orders may be received directly from local authorities or through a media outlet.



Sheltering At Home

- Quickly bring everyone inside, including your pets.
- Close and lock all doors to the outside.
- Close and lock all windows.
- Turn off all heating systems.
- Turn off all air conditioners, and switch the inlets to the “closed” positions.
- Close fireplace dampers and stove vents.
- Close as many interior doors as possible.
- Move to interior spaces if possible. Some gases are heavier than air.
- Seal any remaining cracks or openings with available materials, such as towels, blankets, plastic sheeting, etc.
- If necessary, cover your nose and mouth with a wet cloth.
- Tune to the Emergency Alert System station on your radio or television for further information and guidance.
- Wait for the all-clear signal from the emergency response authorities before you go outside again.



Sheltering In a Car or Truck

- Never drive into heavy smoke or visible vapors.
- Stay in your car or truck.
- Close all windows, manual vents, air conditioning and ventilation systems.
- If possible, drive away from any visible gas or smoke clouds.
- Follow the orders of law enforcement or public safety personnel directing traffic.
- Tune to the Emergency Alert System station on your radio for further information and guidance.
- Stay in your car or truck and wait for the all-clear signal before you leave your car or open windows or vents.



Assisting People with Disabilities in a Disaster

People with disabilities who are self-sufficient under normal circumstances may have to rely on the help of others in a disaster.

Provide Assistance

Do you know someone with a disability?

- People with disabilities often need more time than others to make necessary preparations in an emergency.
- The needs of older people often are similar to those of persons with disabilities.
- A list of medications should always be readily available.
- Because disaster warnings are often given by audible means such as sirens and radio announcements, people who are deaf or hard of hearing may not receive early disaster warnings and emergency instructions. Assist others by conveying emergency information as it airs over the radio or television.
- Some people who are blind or visually impaired may be reluctant to leave familiar surroundings when the request for evacuation comes from a stranger.
- A guide dog could become confused or disoriented in a disaster. People who are blind or partially sighted may have to depend on others to lead them, as well as their dog, to safety during a disaster.
- In most states, guide dogs will be allowed to stay in emergency shelters with owners. Check with your local emergency management officials for more information.
- People with impaired mobility are often concerned about being dropped when being lifted or carried. Find out the proper way to transfer or move someone in a wheelchair and what exit routes from buildings are best.



- Some people with mental impairment may be unable to understand the emergency and could become disoriented or confused.
- Many respiratory illnesses can be aggravated by stress. In an emergency, oxygen and respiratory equipment may not be readily available.
- People with epilepsy, Parkinson's disease and other conditions often have very individualized medication regimes that cannot be interrupted without serious consequences. Some may be unable to communicate this information in an emergency.

Be Ready to Offer Assistance if Disaster Strikes: If a disaster warning is issued, check with neighbors or coworkers who are disabled and offer assistance whenever possible.

Prepare an Emergency Plan: Work with neighbors who are disabled to prepare an emergency response plan. Identify how you will contact each other and what action will be taken.

Evacuation: Be able to assist if an evacuation order is issued. Provide physical assistance in leaving the home/office and transferring to a vehicle. Provide transportation to a shelter. This may require a specialized vehicle designed to carry a wheelchair or other mobility equipment.

Self-Help Networks: Self-help networks are arrangements of people who agree to assist an individual with a disability during an emergency. Discuss with the relative, friend or co-worker who has a disability what assistance he or she may need. Urge the person to keep a disaster supplies kit, and suggest that you keep an extra copy of the list of special items such as medicines or special equipment that the person has prepared. Talk with the person about how to inform him or her of an oncoming disaster and see about getting a key to the person's house so you can provide assistance without delay.



Preparedness for People with Disabilities

Impaired Mobility

During a disaster, your mobility will be affected, and you may not be able to protect yourself in your home or evacuate your household. To help prepare for a disaster, here is what you can do.

- Tell your neighbors that you have trouble and may need help during an emergency.
- If you are in a wheelchair, practice locking the wheels and covering your head with your arms.
- If you get trapped in your home due to the disaster, do anything to attract attention.

Impaired Hearing

During a disaster, the telephone lines may be out, and your teletypewriters may not work, cutting off your communication abilities. Also, you may not realize that you cannot hear evacuation warnings and instructions and could be left behind. To avoid these situations, here is what you can do.

- Make sure you have a flashlight, pencil and pad next to your bed.
- Ask a neighbor to be your source of emergency information as it comes over his/her radio.
- Remind co-workers that you cannot hear an evacuation order, and ask for their help.
- Store extra hearing aid batteries at home and at work.
- If you are trapped in a room, do anything to attract attention and safely get out.



Impaired Vision

A disaster can cause a great disruption in the surroundings of individuals with vision impairments. If someone you know has a seeing-eye dog, they should be aware that dogs might become injured or frightened during disasters. In case of this, here is what they should do to protect themselves.

- Have an extra cane at home and work.
- Know alternate escape routes at home and at work.
- A neighbor should know that their assistance may be needed during an emergency.
- Take cover during the emergency.
- If trapped, attract attention by using a cane.

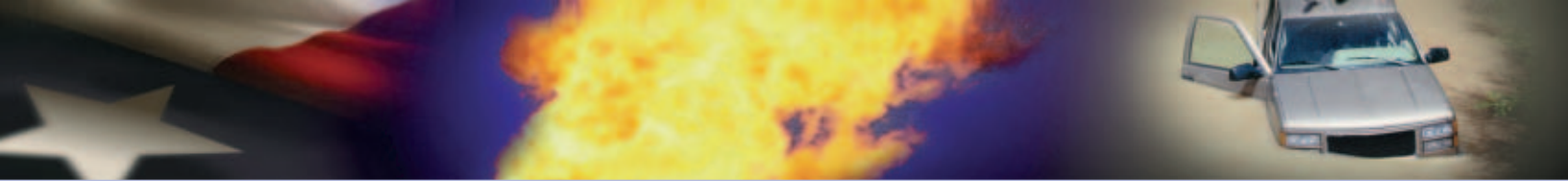


Residents with Pets

Make arrangements for your pets as part of your household disaster planning. If you must evacuate your home, it's always best to take your pets with you. For health and space reasons, pets will not be allowed in public emergency shelters. If as a last resort you have to leave your pets behind, make sure you have a plan to ensure their care.

Before

- Contact one of Sugar Land's animal shelters, the humane society, a veterinarian or the emergency management office for information on caring for pets in an emergency. Find out if there will be any shelters accepting pets during an emergency. Also, see if your veterinarian will accept your pet in an emergency.
- Decide on safe locations in your house where you could leave your pet in an emergency.
 - Consider easy to clean areas such as utility areas or bathrooms and rooms with access to a supply of fresh water.
 - Avoid choosing rooms with hazards such as windows, hanging plants or pictures in large frames.
 - In case of flooding, the location should have access to high counters that pets can escape to.
 - Set up two separate locations if you have dogs and cats.
- Buy a pet carrier that allows your pet to stand up and turn around inside. Train your pet to become comfortable with the carrier. Use a variety of training methods, such as feeding it in the carrier or placing a favorite toy or blanket inside.
- If your pet is on medication or a special diet, find out from your veterinarian what you should do in case you have to leave it alone for several days. Try and get an extra supply of medications.
- Make sure your pet has a properly fitted collar that includes current license and rabies tags.
 - Include an identification tag that has your name, address and phone number.
 - If your dog normally wears a chain link "choker" collar, have a leather or nylon collar available if you have to leave him alone for several days.
- Keep your pet's shots current and the records available. Most kennels require proof of current rabies and distemper vaccinations before accepting a pet.
- Contact motels and hotels in communities outside of your area, and find out if they will accept pets during an emergency.
- When assembling emergency supplies for the household, include items for pets.
 - Extra food: The food should be dry and relatively unappealing to prevent overeating. Store the food in sturdy containers.
 - Kitty litter.
 - Large capacity self-feeder and water dispenser.
 - Extra medications.



During

Bring your pets inside immediately. Animals have instincts about severe weather changes and will often isolate themselves if they are afraid. Bringing them inside early can stop them from running away. Never leave a pet outside or tied up during a storm.

If you evacuate and have to leave your pet at home, prepare a safe location.

- Leave familiar items, such as the pet's normal bedding and favorite toys.
- Leave a two- or three-day supply of dry food, even if it's not the pet's usual food. The food should not be moistened because it turns rancid or sour. Leave the food in a sturdy container that the pet cannot overturn.
- Leave the water in a sturdy, no-spill container. If possible, open a faucet slightly and let the water drip into a big container. Large dogs may be able to obtain fresh water from a partially filled bathtub.
- Replace a chain link "choker" collar with a leather or nylon collar. Make sure the collar has tags and identification.

Separate dogs and cats. Even if your dogs and cats normally get along, the anxiety of an emergency situation can cause pets to act irrationally.

Keep small pets away from cats and dogs. If you evacuate and plan to take your pets, remember to bring your pet's medical records and medicines with your emergency supplies.

Birds must eat daily to survive. In an emergency, you may have to leave your birds behind. Talk with your veterinarian or local pet store about special food dispensers that regulate the amount of food a bird is given. Make sure that the bird is caged and the cage is covered by a thin cloth or sheet to provide security and filtered light.

After

If after a disaster you have to leave town, take your pets with you. Pets are unlikely to survive on their own.

In the first few days after the disaster, leash your pets when they go outside. Always maintain close contact. Familiar scents and landmarks may be altered, and your pet may become confused and lost. Also, snakes and other dangerous animals may be brought into the area with flood areas. Downed power lines are a hazard.

The behavior of your pets may change after an emergency. Normally quiet and friendly pets may become aggressive or defensive. Watch animals closely. Leash dogs, and place them in a fenced yard with access to shelter and water.

Don't forget your pet when preparing a family disaster plan.

Pet Disaster Supply Kit

- Proper identification including immunization records
- Ample supply of food and water
- A carrier or cage
- Medications
- Muzzle, collar and leash



Pandemic Influenza

An influenza (flu) pandemic is a worldwide outbreak of flu that occurs when a new type of influenza virus appears that people have not been exposed to before (or have not been exposed to in a long time). The pandemic virus can cause serious illness because people do not have immunity to the new virus. Pandemics are different from seasonal outbreaks of influenza that are seen each year.

Influenza pandemics are different from many other major public health and health care threats facing the United States and the world. A pandemic lasts much longer than most flu outbreaks and may include six- to eight-week “waves” of influenza activity separated by month-long intervals. The number of health care workers and first responders able to work may be reduced. Public health officials will not know the severity of a pandemic until it begins.

Pandemic effects can be reduced with preparation.

A pandemic touches every aspect of society. Federal, state and local governments are developing, improving and testing plans for an influenza pandemic. Businesses, schools, universities and other faith-based and community organizations are also preparing plans. The City of Sugar Land has developed a Disease Control and Response Plan to address a variety of public health threats, including pandemic influenza.

Family Flu Preparedness

Families planning for an influenza pandemic should begin preparing now for challenges that may be faced. The following checklists and other tools have been prepared to guide planning efforts. A series of planning checklists can also be found at www.pandemicflu.gov/plan/checklists.html.

Essential Services May Be Disrupted

- Plan for the possibility that usual services may be disrupted. These could include services provided by hospitals and other healthcare facilities, grocery stores, pharmacies, banks, restaurants, government offices, telephone and cellular phone companies and post offices.
- Stores may close or have limited supplies. Planning checklists can help determine what items to stockpile.
- Public gatherings may be canceled.
- Consider that the ability to travel, even by car if there are fuel shortages, may be limited. Plan to take fewer trips and store essential supplies.
- Talk with family members about where to meet during an emergency in case communication is unavailable.
- In a pandemic, there may be widespread illness that could result in the shut down of local ATMs and banks. Keep a small amount of cash or traveler’s checks in small denominations for easy use.

Food and Water Supplies May Be Interrupted and Limited

The delivery of food and other supplies may be interrupted causing temporary shortages.



Being Able to Work May Be Difficult or Impossible

- Ask employers how business will continue during a pandemic.
- Discuss with employers staggered shifts or working at home, telecommuting, accessing remote networks and using portable computers.
- Discuss possible flexibility in leave policies, including how much leave may be taken to care for yourself or a family member.
- Plan for income loss if unable to work or the company temporarily closes.

For the business checklist, visit: www.pandemicflu.gov/plan/businesschecklist.html.

Schools and Daycare Centers May Be Closed for an Extended Period of Time

Schools, childcare, trade schools, colleges and universities may be closed to limit the spread of flu in the community and to help prevent children from becoming sick. Other school-related activities and services could also be disrupted or cancelled. School closings would likely happen very early in a pandemic and could occur on short notice.

- Talk to teachers, administrators and parent-teacher organizations about the school's pandemic plan, and offer to help.
- Plan now for children staying at home for extended periods of time, as school closings may occur along with restrictions on public gatherings, such as at malls, movie theaters and sporting events.
- Talk to teachers, administrators and parent-teacher organizations about possible activities, lesson plans and exercises that children can do at home if schools are closed. This could include continuing courses by TV or the Internet.

Medical Care for People with Chronic Illness Could be Disrupted

In a severe pandemic, hospitals and doctors' offices may be overwhelmed.

- Individuals with a chronic disease — such as heart disease, high blood pressure, diabetes, asthma or depression — should continue taking medication as prescribed by a doctor.
- Ensure an adequate medical supply, such as glucose and blood pressure monitoring equipment.
- Talk to healthcare providers to ensure adequate access to medications.
- Those receiving ongoing medical care — such as dialysis, chemotherapy or other therapies — should talk with health care providers about plans to continue care during a pandemic.
- A "Family Emergency Health Information Sheet" is available at www.pandemicflu.gov/planguide/familyhealthinfo.html.

Stay Healthy

These steps may help prevent the spread of respiratory illnesses such as the flu:

- Cover noses and mouths with a tissue when coughing or sneezing — throw the tissue away immediately after use.
- Wash hands often with soap and water, especially after coughing or sneezing. If water is unavailable, use an alcohol-based (60 to 95 percent) hand cleaner.
- Avoid close contact with people who are sick. Individuals who are sick should stay away from others to protect them from getting sick.
- Those suffering with the flu should stay home, avoiding work, school and social gatherings.
- Try to avoid touching eyes, nose or mouth. Germs often spread this way.



Vaccines and Antiviral Medications

Vaccines are used to protect people from contracting a virus once a particular threat is identified. After a virus infects an individual, a vaccine generally cannot help to combat it. Because viruses change over time, a specific pandemic influenza vaccine cannot be produced until a pandemic influenza virus emerges and is identified.

Once a pandemic influenza virus has been identified, it usually takes four to six months to develop, test and begin producing a vaccine. The supply of pandemic vaccine will be limited, particularly in the early stages of a pandemic. Efforts are being made to increase vaccine-manufacturing capacity in the United States so that supplies of vaccines would be more readily available.

The U.S. Food and Drug Administration approves a number of antiviral drugs to treat and prevent seasonal influenza. Some of these antiviral medications may be effective in treating pandemic influenza. These drugs may help prevent infection in people at risk and shorten the duration of symptoms in those infected with pandemic influenza. However, it is unlikely that antiviral medications alone would effectively contain the spread of pandemic influenza.

Ducks and Avian Flu

Migratory birds such as ducks are found on ponds throughout the City. As of Spring 2006, there have not been any reported cases of birds infected with avian influenza in the United States. The potential exists for infected birds to arrive in Texas. If you find a sick or dead duck, contact Animal Control at (281) 275-2596. Do not touch or handle sick or dead birds.

Stay Informed

Knowing the facts is key to being prepared. Identify sources you can count on for reliable information. If a pandemic occurs, having accurate and reliable information will be critical.

Reliable, accurate and timely information is available at www.pandemicflu.gov.

Another source for information on pandemic influenza is the Centers for Disease Control and Prevention (CDC) Hotline at 1-800-CDC-INFO (1-800-232-4636). This line is available in English and Spanish, 24 hours a day, 7 days a week.

Look for information on local and state government Web sites, including Sugar Land's Web site at www.sugarland.tx.gov.



Family Planning Checklist

These items are needed for any type of emergency, including short-term and long-term situations. Use this Family Planning Checklist to determine needs of a two- to three-day kit appropriate for a short-term hurricane evacuation or, increase quantities for a two- to four-week shelter-in-place that may be required during a pandemic influenza outbreak.

Food, Non-Perishables
Bottled water
Canned juices
Canned or jarred baby food and formula
Crackers
Dried fruit
Dry cereal or granola
Fluids with electrolytes
Peanut butter or nuts
Pet food
Protein or fruit bars
Ready-to-eat canned meats, fruits, vegetables and soups
Medical, Health Supplies
Anti-diarrhea medication
Cleansing agent/soap
Medicines for fever, such as acetaminophen or ibuprofen
Prescribed medications and medical supplies such as glucose, albuterol and blood-pressure monitoring equipment
Soap and water or alcohol-based hand wash
Thermometer
Tissues, toilet paper and disposable diapers
Vitamins
Other Supplies
Batteries
Cash in small bills including quarters for pay phones
Flashlight
Garbage bags
Manual can opener
Portable radio



Hurricane Preparedness

The Atlantic Hurricane season begins on June 1 and extends through Nov. 30. Hurricane activity is typically more intense during August and September. Significant hurricanes of category 4 or 5 may require the evacuation of residents from inland areas including Fort Bend County and the City of Sugar Land.

Hurricane Category Wind Speeds

Category	Wind Speeds (MPH)
1	74 - 95
2	96 - 110
3	111 - 130
4	131 - 155
5	155+



Hurricane Warnings

Know the difference between a hurricane WATCH and a hurricane WARNING

- A hurricane WATCH is issued when a hurricane becomes a threat to this coastal area within 36 hours. Everyone in the area covered by the watch should listen for further advisories and be prepared to act promptly if a hurricane warning or relocation is recommended. When a hurricane WATCH is issued:
 1. Continue to monitor local TV or radio stations for instructions.
 2. Check supplies, especially water.
 3. Fuel vehicles and generators.
 4. Cover windows with plywood.
 5. Bring in outdoor furniture, trashcans, toys and tools.
- A hurricane WARNING is issued when hurricane winds of 74 mph or higher or a combination of dangerously high water and rough seas are expected within 24 hours. Precautionary actions should be completed immediately. When a hurricane WARNING is issued:
 1. Continue to monitor local TV or radio stations for instructions.
 2. Move early out of low-lying areas or from the coast, at the request of officials.
 3. Those who live on high ground away from the coast and plan to stay should secure the building, windows and garages and follow all procedures listed above, plus store extra water in bathtubs and all available containers.
 4. Turn off utilities, if requested.
 5. Stay away from windows, doors and openings.

Evacuation Information

The term “RUN FROM THE WATER, HIDE FROM THE WIND” describes the simple actions to protect families from the affects of a hurricane including high winds, storm surge, heavy rains and tornados.

Areas close to the Gulf Coast are categorized as evacuation zones. The zones were established based upon the potential for tidal surge caused by a tropical storm or hurricane. During a normal coastal evacuation, those nearest the water will be asked to evacuate first. The evacuation will progress to zones further inland depending upon the anticipated storm surge.

The Sugar Land area is not subject to the affects of storm surge and is not included in an evacuation zone. Hurricanes would not normally result in an evacuation for residents of Sugar Land and Fort Bend County. However, the threatened landfall of a Category 4 or 5 Hurricane may result in the need to evacuate Sugar Land. The evacuation of inland areas will be coordinated regionally with assistance from the state.

Evacuation Routes

State Highway 6, U.S. Highway 59 and U.S. Highway 90A are designated as hurricane evacuation routes. During an evacuation, coastal residents from Galveston and Brazoria Counties will travel through Fort Bend County and Sugar Land. Local residents are urged to avoid these roadways during a period of evacuation. Many intersections will be blocked and lights will be set to allow traffic to move away from the coast. The Texas Department of Transportation will “contra-flow” many highways to handle the increase in traffic moving inland. The state plan also calls for additional fuel, water and food to be made available along evacuation routes.



Evacuation Assistance

Many individuals may not have access to vehicles or transportation to evacuate. Persons that need special assistance to evacuate should contact the Sugar Land Office of Emergency Management at (281) 275-2860 or (281) 275-2864 to participate in the Special Needs Registration process.

Shelters

Hurricane shelters are not normally opened in Sugar Land or Fort Bend County. Few buildings in the area are designed to withstand the winds associated with a category 4 or 5 Hurricane. Should an evacuation be called for Sugar Land, residents should move inland and not rely on suitable shelters in the immediate area. The location of shelters will be announced in the media, with certain zones directed to specific inland shelters and special need residents bussed to designated shelters.



After an Emergency

If a federal disaster declaration is issued, federal recovery programs are initiated, state and federal recovery staffs are deployed and recovery facilities are established.

Individual Assistance: FEMA may establish a local registration center to assist those affected by a disaster. The FEMA Tele-Registration System may also be activated so that disaster victims can register by phone for federal assistance. Local, state and federal personnel will conduct an assessment to determine the extent of damage and losses. Individual assistance activities for citizens and businesses may continue for months. Individual assistance is provided directly to individuals, families and business owners in the form of:

- Low-interest loans;
- Cash grants;
- Housing assistance;
- Veterans benefits;
- Tax refunds;
- Excise tax relief;
- Unemployment benefits;
- Crisis counseling; and
- Free legal counseling.

Other Assistance

Small Business Administration (SBA) Disaster Declarations: If the emergency situation does not meet the criteria for a presidential disaster declaration, assistance in the form of loans may be available from the SBA. Limited assistance may also be available from several state programs.

Property Insurance

Property owners and renters should purchase insurance to protect their investment and recover from disaster events more quickly. You should contact your local agent and claims office as soon as possible after suffering a loss. Be aware that unscrupulous individuals may offer to assist with filing your claims or to perform repairs. Be certain to check references and contact the Better Business Bureau before agreeing to have work performed. Report all instance of fraud to the police department.



Fast Fridge Facts

The following fast facts are presented in a checklist format. Clip this information, post it on your refrigerator or family bulletin board and refer to it in the event of severe weather.



General:

- A weather WATCH means the potential exists for severe weather to occur in the area.
- A weather WARNING means that severe weather is imminent and requires protective action.
- Prepare a Family Emergency Kit and keep it handy.



Tornados:

Though they are most prevalent in the spring and fall, tornados may occur during severe thunderstorms any time of the year. Tornados may develop with little or no warning as a storm system moves into the area. Sophisticated weather radar may detect the presence of tornadic activity in a storm before a funnel develops. If you see a funnel cloud or hear a Tornado Warning for your area you should:

- “Go low, and get low” means go to the lowest level of the structure you’re in, crouch in a low position and cover your head to protect it.
- In your home, take cover in the center part of the house on the lowest floor in a small room, such as a closet or bathroom.
- Don’t waste time opening windows in buildings. This serves no purpose and exposes people to possible flying glass.
- If you live in a mobile home, leave the structure even if it has a tie-down system. If there is no designated shelter in the mobile home park, take cover in a low protected area.
- If you’re caught in your car, leave it and seek shelter in a nearby substantial building (if one is available) or lie flat in a close ditch or ravine. Never try to outrun a tornado in your car.
- A tornado may cause downed power lines, broken gas lines, overturned vehicles and other hazards.



Lightning Storms:

- If you see lightning, watch closely to determine if the storm is approaching.
- If you can hear thunder or see a bolt strike the ground, you are within 10 to 15 miles of a storm. This is a high danger zone, and you should move to a safe location within a building.
- Avoid equipment or phones because energy from lightning may follow electric or telephone wires.
- Turn off air conditioners. Power surges from lightning can overload the compressors.
- Television sets are particularly dangerous at this time.
- Avoid the bathtub, water faucets and sinks because metal pipes can conduct electricity.



- If you're outdoors, observe the following safety rules:
 1. Try to get into a building or a vehicle.
 2. If no structure is available, get to an open space and squat as low to the ground as possible.
 3. If you're in an area with trees, find an area protected by low clumps of trees. Never stand underneath a single large tree in the open.
 4. Crouch with your hands on your knees.
 5. Stay away from tall structures, such as towers, trees, fences, phone lines or power lines.
 6. Stay away from natural lightning rods, such as golf clubs, tractors, fishing rods, bicycles, metal bats or camping equipment.
 7. Avoid rivers, lakes or other bodies of water.
 8. If you feel your hair stand on end (an indication that lightning is about to strike), bend forward, putting your hands on your knees. Don't lie flat on the ground.

If you're in your car during a lightning storm, pull onto the shoulder of the road away from any trees that could fall on the vehicle. Stay in the car, and turn on the emergency flashers until the heavy rains subside. The interior of a car, truck or bus is relatively safe from lightning as long as you don't touch any metal on the inside of your vehicle.

Also remember that sport fields are at a high risk for lightning strikes, so delay the game when a storm moves in.



Flooding:

Avoid rushing water over roadways such as low-water crossings. As little as three inches of fast-moving water can knock you off your feet. A car or truck may be washed from the roadway in as little as six inches of moving water. Cars will stall once water enters the exhaust system and you can become trapped.

- Never drive into rising water even if you think you know how deep it is.
- Never drive around a barricade or barrier – it's there to protect you. If your car stalls in rapidly rising water, abandon it immediately and move to higher ground.
- If you are home when a flash flood threatens, move your important papers, photos and other non-replaceable mementos to the highest point in the house.
- Turn off the power to the house and be prepared to ride out the storm with the items in your Family Emergency Kit.
- Once the floodwaters have receded, contact professionals to help you salvage furniture, carpet and other household items. Seek out ways to flood-proof your home if you live in a flood plain, and plan ahead by buying flood insurance.



Emergency Resources

Emergency Police, Fire, and Emergency Medical Services

911

Sugar Land Fire Department (Non Emergency)

Phone: (281) 281-2864

Web Site: www.sugarlandtx.gov/fire/index.asp

Sugar Land Police Department (Non Emergency)

Phone: (281) 275-2500

Web Site: www.sugarlandtx.gov/police/index.asp

Sugar Land Office of Emergency Management

Phone: (281) 275-2864

Web Site: www.sugarlandtx.gov/fire/emergency_management/index.asp

Fort Bend County Emergency Management

Phone: (281) 342-6185

Web Site: www.co.fort-bend.tx.us/Home.asp

Houston Red Cross

Phone: (713) 526-8300

Web Site: www.houstonredcross.org/

Texas Department of State Health Services

Phone: (512) 458-7111 or 1-888-963-7111

Web Site: www.dshs.state.tx.us/

Poison Control

Toll Free 1-800-222-1222

Centers for Disease Control:

Phone: 1 (404) 639-3534 or 1 (800) 311-3435

Web Site: www.cdc.gov/

U.S. Department of Health and Human Services

Phone (Toll Free) 1-877-696-6775

Web Site: www.os.dhhs.gov/

Federal Emergency Management Agency

Web Site: www.fema.gov/



City of Sugar Land Information Resources

1. www.sugarlandtx.gov
2. **SLtv16** (Channel 16 for Time Warner cable subscribers. Also available on home page of City Web site.)
3. **Sugar Land Emergency Hotline:** (281) 494-HELP (4357)



Stay Tuned for Updates

Sugar Land relies on several radio and television stations in our region to disseminate important information quickly during emergency situations. In case of an emergency, you will be contacted via the following local media stations:

Radio

KTRH-AM 740

KPRC-AM 950

KIKK-FM 96

KILT-FM 100.3

KODA-FM 99.1

KRBE-FM 104.1

Television

KHOU-TV Channel 11 (CBS)

KPRC-TV Channel 2 (NBC)

KRIV-TV Channel 26 (Fox)

KTMD-TV Channel 48 (Spanish)

KTRK-TV Channel 13 (ABC)

KHQB-TV Channel 39

KXLN-TV Channel 45 (Spanish)

Some of the information in this brochure was obtained from The Federal Emergency Management Agency's Community and Family Preparedness Program and the American Red Cross Community Disaster Education Program. Other preparedness materials are available by calling FEMA at 1-800-480-2520 or writing: FEMA, P.O. Box 2012, Jessup, MD 20794-2012.

Information on Pandemic Influenza Planning was provided courtesy of the Centers for Disease Control and Prevention.

Publications are also available on the World Wide Web at www.fema.gov and www.redcross.org.

Ask for: Are You Ready?, Your Family Disaster Supplies Kit and Food & Water in an Emergency.

**Sugar Land City Council has
established the following goals:**

- A well planned community
- Safest city in the area
- Strong local economy
- Responsible city government
- Mobility for people
- Livable neighborhoods



CITY OF SUGAR LAND

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